

## 12.1 General Discussion

This chapter describes the distribution of Federal Highway Administration (FHWA) funds administered by the Washington State Department of Transportation's (WSDOT) Headquarters Highways and Local Programs, and presents the basic procedures for local agency participation.

FHWA funds may be used to pay project costs for general transportation planning, preliminary engineering, right-of-way acquisition, construction, and audit. FHWA funds may only be expended after authorization by WSDOT through FHWA. They cannot be used for lobbying efforts.

Donated lands may be used as part of the agencies' match to the project under certain conditions. See Section 25.08 for the conditions.

**.11 FHWA Funding Programs.** With the passage of the Transportation Equity Act for the 21st Century (TEA-21), roadways eligible for FHWA administered funds are:

- the National Highway System (NHS),
- the Interstate System, which is a component of the NHS, and
- non-NHS routes which include all other functionally classified routes except rural minor collector and local access. (Except up to 15% of Surface Transportation Program (STP) rural dollars can be used on rural minor collectors.)

The NHS provides an interconnected system of principal arterials and other highways serving major population centers, international border crossings, ports, airports, public and intermodal transportation facilities, and other major travel destinations to meet national defense needs and to serve interstate and interregional travel.

Routes which must be included on the NHS are principal arterials, interstate highways, highways on the Strategic Highway Network (STRAHNET), major STRAHNET connectors, and congressional high priority routes.

For local agencies, a reimbursement-type program, the Surface Transportation Program (STP), is available for financing STP-eligible transportation projects. The following are the funding categories (see Section 12.3):

- Surface Transportation Program (STP):
  - Regional Competition
  - Statewide Competition
  - Transportation Enhancement
  - Safety (Hazard Elimination and Railroad Grade Crossing)

The following programs also provide FHWA funds to local agencies for transportation projects:

- NHS
- Emergency Relief Program (ER)
- Bridge Replacement and Rehabilitation (BRR)
- Congestion Mitigation and Air Quality (CM/AQ)

Local agencies with national highway system mileage are provided "NHS STP Replacement" funds as additions to their STP funds. Section 12.36 provides further information.

**.12 Planning Requirements.** At the state and federal levels, policies and procedures have been established to provide for areawide coordination of transportation programs.

The metropolitan planning provisions of TEA-21 provide an enhanced role for local governments. The Metropolitan Planning Organization (MPO) is responsible for developing, in cooperation with the state and transit operators, a long-range transportation plan and a transportation improvement program (TIP) consistent with the long-range plan. All projects in an MPO area using Title 23 or Federal Transit Act monies must be included in the TIP in order to proceed (refer to Appendix 12.62).

The planning process requires consideration of: land use, intermodal connectivity, methods to enhance transit, and needs identified through new technical management systems.

MPOs with populations over 200,000 are designated as Transportation Management Areas (TMAs). TMAs have project selection authority for regional STP and CM/AQ funds in consultation with the state. Washington MPOs and designated county area lead agencies are given project selection authority for regional STP funds by an agreement developed through the TEA-21 Steering Committee.

## 12.2 Coordination With Planning Agencies

TEA-21 requires a continuous transportation planning process. That process involves:

- TMA long-range transportation plans
- MPO long-range transportation plans
- a statewide long-range transportation plan
- a Statewide Transportation Improvement Program (STIP)

Development of the STIP includes:

- all TMA transportation improvement programs
- all MPO transportation improvement programs
- all improvement programs for the remainder of the state
- involvement of:
  - local agencies
  - Regional Transportation Planning Organizations (RTPOs)
  - Transportation Management Areas (TMAs)
  - Metropolitan Planning Organizations (MPOs)
  - WSDOT
  - transit agencies
  - the Governor's Office

### .21 Statewide Transportation Improvement Program

#### *Introduction*

The following are the basic required elements of the STIP, which must be approved by FHWA and the Federal Transit Administration (FTA):

- Identifies all proposed highway and transit projects in the state funded under Title 23 United States Code (USC) and the Federal Transit Act, including Federal Lands projects.
- Incorporates the metropolitan transportation improvement programs approved by the TMAs and MPOs.
- In carbon monoxide, ozone, or PM-10 nonattainment areas, includes projects that conform with the State Implementation Plan (SIP).
- Maintains consistency with expected available funding.
- Identifies selection priorities developed with appropriate consultation and/or coordination with local jurisdictions, metropolitan planning organizations, and Federal Lands agencies.
- Contains all regionally significant transportation projects requiring FHWA or FTA approval, regardless of funding.
- Meets the requirements of 23 USC 135(f), Statewide Planning, coordination with local jurisdictions, and review by FHWA.

TMA and MPO TIPs must:

- Be annually updated and approved by the MPO and the Governor.
- List all projects, including pedestrian and bicycle transportation facilities, to be funded by Title 23 or FTA.
- Have reasonable opportunity for public comment prior to approval.
- Include a list of prioritized projects.
- Include a financial plan for implementing the projects that is also consistent with reasonable expectation of available funding.
- Have projects consistent with the long-range plan.

Additionally, projects funded only with state or local sources **may** be included in the STIP. For consistency in planning and coordination of projects, agencies are encouraged to include all projects for which funding is **secured**.

### .22 STIP Processes and Responsibilities. The following timelines reflect the general processes and responsibilities reflected in state and federal law to achieve compliance with the list above. This is a very time consuming process. All of the steps noted are dependent upon other steps in the process, and all levels of government in the state of Washington must adopt — and their operations reflect — a high level of cooperation and communication.

The timelines are crucial in managing transportation funding. The times noted are based on reasonable time limits to perform the various functions. Adequate time must also be provided for the physical transmission of paper and data, as well as the discussions and analyses required at the various levels.

### ***Local Agency STIP Timelines***

<b>Deadline</b>	<b>Description</b>
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March 15	Non-MPO lead agencies notify regional partners and interest groups of funding availability and request project submittals.
May 1	Highways and Local Programs notifies local agencies of deadline to adopt and submit their six-year programs.
May 31	Local agencies submit projects to non-MPO lead agencies to conduct project prioritization and selection process for the next three years.
June 15	MPOs notify regional partners and interest groups of funding availability and request project submittals.
June 15	Local agencies advertise for internal six-year program hearings.
<b>June 30</b>	<b>All cities, towns and transit (except counties) must have their six-year programs adopted.</b>
July 15	Local agencies submit six-year programs to Region Local Programs, MPOs, and RTPOs. Region Local Programs reviews and submits regional TIP to RTPo and Highways and Headquarters Local Programs.
July 31	Agencies submit project proposals to MPOs.
August 15	RTPOs and WSDOT provide a forum and advertisement for regionwide public workshops, for review of the non-MPO proposals.
August 30	MPO assemble regional TIP and prepare analysis for conformity finding.
Sept. 15	RTPOs and WSDOT regions provide public workshops for review of non-MPO project proposals for regions outside of the MPOs. MPOs provide public involvement.
<b>Oct. 1</b>	<b>WSDOT Headquarters Highways and Local Programs assembles the statewide STIP, including all MPO, local, and WSDOT programs.</b>
Nov. 1	WSDOT Headquarters Highways and Local Programs submits Draft STIP to WSDOT Region Local Programs, WSDOT Region Program Management, and MPO/RTPo for review and corrections.
Dec. 1	WSDOT Headquarters Highways and Local Programs submits the Final STIP to FHWA, FTA, and EPA for beginning the conformity analysis required under the Clean Air Act (when required).
Dec. 31	Highways and Local Programs receives notice of FHWA/FTA approval of the STIP.
Dec. 31	Counties <b>must</b> have annual budgets adopted.
January 1	All agencies may continue obligating projects until the new STIP is approved.

- .23 Local Agencies Outside MPOs.** Local agencies outside MPOs are required to comply with the state six-year programming laws, RCW 35.77.010 and 36.81.121, as well as with federal law under TEA-21, 23 USC, for any projects they wish to do with federal funds.

Project *identification* is accomplished individually for locally and federally funded projects; project *selection* for federally funded projects is accomplished through county area lead agencies (see Appendix 12.66).

Public involvement includes the six-year program hearings and the public comment processes for the regions. Reporting is accomplished through the submittal of the six-year programs to Region Local Programs and forwarded to WSDOT Headquarters Highways and Local Programs.

- .24 TMAs and MPOs.** Local agencies inside MPOs are also required to comply with the state six-year programming laws, RCW 35.77.010 and 36.81.121, as well as with federal law for any projects they wish to do with federal funds.

Project identification is generally accomplished individually for locally and federally funded projects with project selection through the MPO for federally funded projects. A separate process is used for federally funded statewide competitive projects including, bridge, safety, enhancements and STP competitive, followed by a confirmation by the MPO.

Public involvement includes the six-year program hearings and the MPO public comment processes. The assembled MPO program must be submitted to the Governor's Office for approval.

Reporting is accomplished through the submittal of the MPO-TIP to WSDOT Headquarters Highways and Local Programs and the MPO submittal to the Governor's Office through WSDOT Headquarters Planning and Programming. That MPO TIP is then used to assemble the STIP.

**.25 WSDOT.** WSDOT has primary responsibility for implementation of the STIP process. This cannot be accomplished without recognizing the requirements of all transportation providers in developing their various TIPs. Highways and Local Programs, and WSDOT Headquarters Planning and Programming have critical roles in managing the process and funds.

The six regional Program Development Offices and the Washington State Ferries are all deeply involved both in developing their respective programs and in coordinating and prioritizing those programs with the various local agencies and transit agencies. WSDOT not only develops programs internally, but it also competes in all TMAs for regional STP enhancement and statewide competitive funds. In addition, WSDOT may cooperate with local agencies on specific projects. This requires knowledge of all the various processes, as each region and agency will have some unique characteristics in its program development processes.

**.26 RTPOs.** The Growth Management Act (GMA) requires a regional approach to transportation planning. To facilitate the planning process, the Act authorizes the formation of Rural Transportation Planning Organizations (RTPOs). RTPOs are not involved in project selection but have the responsibility for public involvement in the TIP (unless the locals agree to their acting as lead agency for project selection) (refer to Appendix 12.64 for RTPO map).

In the preparation of long-range plans and TIPs, TEA-21 requires consideration of the land use impact of transportation decisions and requires that transportation decisions be made on a regional basis. In Washington, the regional orientation of the planning process is reinforced by vesting planning and project selection authority not only in TMAs, but also in MPOs and in county areas outside MPOs and RTPOs. TEA-21 also mandates that long-range plans and TIPs be financially feasible. The goals and requirements of GMA and TEA-21 complement each other, and the STP funds help achieve growth management objectives.

TEA-21 places considerable new emphasis on transportation planning and programming activities at both the regional and state levels. For the first time, there is a federal requirement for a statewide planning process and a mandate to plan in consultation and coordination with regional planning organizations.

To fulfill the planning mandate of TEA-21, regional planning organizations and the state must provide adequate funding and staff. By agreement within Washington State, the smallest regional planning organizations (RTPOs) and initially county areas outside MPOs, are being offered STP funds specifically earmarked for planning and programming purposes to ensure that the mandate can be met. The regional planning approach also calls for new cooperative intergovernmental relationships and additional opportunities and mechanisms for public participation.

## 12.3 Non-NHS Funding Sources

**.31 Cost Sharing.** The following matrix shows the matching share for available programs and project categories.

Program(s)/Project Categories	Minimum Local Share
National Highway System, Surface Transportation Program, Congestion Mitigation and Air Quality Improvement	13.5%
Bridge Replacement and Rehabilitation (BRR); Timber Bridge Research and Demonstration; Indian Reservation Roads; Bridges; Demonstration Projects; Ferry Boats and Terminal Facilities; State Planning and Research; Intelligent Vehicle Highway Systems; Scenic Byways; Highway Related Safety Grants; Motor Carrier Safety Grants; Bicycle and Pedestrian Facilities	20%
Federal Lands Programs Including Indian Reservation Roads, Public Lands Highways and Parkways; Park Highways; and Highway Safety Research and Development (R&D)	None
Emergency Relief (first 180 days)	None
Emergency Relief (after 180 days)	(1)*
Metropolitan Planning	13.5%
Railroad-Highway Crossing Safety Program	None
Safety Program	10%
Recreational Trails Grants, Highway Priority NHS Corridor Studies	None

\*(1) Equal to the local share which would be required on the federal aid highway on which the emergency repair happens.

Note: These projects, as well as any others funded with TEA-21 funds, must be included in the TIP/STIP.

**.32 Surface Transportation Program.** STP is a program that may be used by local agencies for any roads (including NHS) that are functionally classified except for local access. These roads are now collectively referred to as federal aid highways. Bridge, safety, and railroad projects are not restricted to federal aid highways but may be on any public road.

*Note:* With TEA-21 there is a special rule for areas of less than 5,000 population. TEA-21 permits up to 15 percent of amounts reserved for rural areas to be spent on rural minor collectors. [1108(f)]

### ***Types of Eligible Projects***

Eligible projects include:

- New construction, reconstruction, seismic retrofit, operational improvements, 2-R and 3-R, including the interstate system and bridges.
- Capital costs for transit projects eligible for FTA funding.
- Fringe and corridor parking, carpool, vanpool, bicycle, and pedestrian facilities.
- Highway and transit safety improvements.
- Highway and transit research and technology transfer.
- Capital and operating costs for traffic monitoring, management and control facilities, and programs.
- Surface transportation planning.
- Transportation enhancement activities.
- Certain Clean Air Act transportation control measures (TCMs).
- Development and establishment of management systems.
- Wetlands mitigation (i.e., surface drainage and banking).
- Sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and de-icing compositions.
- Programs to reduce extreme cold starts.
- Environmental restoration and pollution abatement projects, including retrofit or construction of stormwater treatment facilities.
- Natural habitat mitigation, but specifies that if wetland or natural habitat mitigation is within the service area of a mitigation bank, preference will be given to use the bank.
- Privately owned vehicles and facilities that are used to provide intercity passenger service by bus.
- Modifications of existing public sidewalks (regardless of whether the sidewalk is on a Federal-aid highway right of way), to comply with the requirements of the Americans with Disabilities Act (ADA).
- Infrastructure based intelligent transportation system capital improvements.
- Preventative maintenance activities which extend the service life of the facility (pavements, bridges, and essential highway appurtenances) are eligible for federal funding with prior approval by H&LP. H&LP has determined that thin overlays and bituminous surface treatments (BST) are eligible activities. As part of determining eligibility for all other preventative maintenance activities, the agency will need to provide H&LP information on how the proposed project is part of an area-wide or system-wide program for preventative maintenance to extend the service life of the facility. The current level of safety and accessibility must be maintained or enhanced as part of the federal project.

Contact the Region Local Programs Engineer if clarification of eligibility is needed.

### ***Matching Requirements***

The basic program is 80 percent federal/20 percent local. However, this is modified to 86.5 percent/13.5 percent due to adjustments for public lands in Washington.

#### **a. STP — Regional Competitive Program (STPR/STPU)**

1. Objective — improve transportation facilities based upon regional priorities.
2. Eligibility — projects must be on federally functional roads classified higher than rural minor collector and local access roads. All transportation modes are eligible.
3. Selection Criteria — the criteria and applications procedures are established by the TMA, MPO, RTPO, or lead agency who inform the local agency of the selection.

#### **b. STP — Statewide Competitive Funds (STPC)**

1. Objective — develop, improve, and/or preserve an integrated transportation system that encourages multimodal choices to the public.
2. Eligibility — projects must be on federally functional roads classified higher than local and rural minor collectors.
3. Selection Criteria — the Transportation Improvement Board (TIB) will develop statewide project selection criteria and select projects.



**4. Application Procedures:**

- Criteria are established each year by the TIB Board, described in RCW 81.104.030 or 81.104.040.
- Letters soliciting projects from local agencies, ports, and others are sent out by WSDOT Headquarters Highways and Local Programs.
- Agencies submit proposals to WSDOT Headquarters Highways and Local Programs. Highways and Local Programs forwards proposals to the TIB.
- The TIB selects projects for funding based on the prioritization method it establishes.
- Headquarters Highways and Local Programs staff informs the local agencies of TIB's selections.
- Local agencies initiate projects following the procedures in the LAG manual.

**c. STP — Transportation Enhancement Program** (refer to Chapter 62 for standards)

1. **Objective** — add value to transportation systems. The following activities are considered enhancements and may be eligible for funding:
  - Pedestrian or bicycle facilities.
  - Acquisition of scenic easements or scenic historic sites.
  - Scenic or historic highway programs (including provision of tourist and welcome center facilities).
  - Landscaping and other scenic beautification.
  - Historic preservation.
  - Rehabilitation and operation of historic transportation buildings, structures, or facilities — including historic railroad facilities and canals.
  - Preservation of abandoned railway corridors — including conversion for use as bicycle or pedestrian trails.
  - Control and removal of outdoor advertising.
  - Archaeological planning and research.
  - Provision of safety and educational activities for pedestrians and bicyclists.
  - Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity.
  - Establishment of transportation museums.
2. **Eligibility** — projects must be one of the qualifying activities listed and must be transportation related. Environmental activities must go beyond what is customarily provided in projects.
3. **Selection Criteria** — projects must be recommended and prioritized by the region (RTPO, MPO) and selected by the TIB.
4. **Application Procedures:**
  - Application requirements are established annually by the TIB.
  - All MPOs/RTPOs sponsor transportation enhancement workshops early each year to inform the public of the program and the process for applying for funding.
  - MPOs/RTPOs establish a schedule for submitting projects. Agencies contact their MPO or RTPO for the schedule requirements.
  - Each MPO/RTPO establishes its own criteria for prioritizing projects and ranks projects within its respective area.
  - Prior to MPO/RTPO policy board approval, each MPT/RTPO forwards the prioritized project applications to WSDOT Headquarters Highways and Local Programs for review of project eligibility.
  - After the policy board approval, each MPO/RTPO submits its prioritized projects to WSDOT Headquarters Highways and Local Programs.

- The TIB reviews the project's proposals and recommends funding for projects, giving equal consideration to:
  - Local priorities as established by the MPO/RTPO.
  - Diversity of projects.
  - Statewide distribution of funding.
- The TIB submits their recommendations to the Legislative Transportation Committee in January.
- Headquarters Highways and Local Programs staff informs applicants of their approved projects.
- Local agencies initiate their projects following the procedures in the LAG manual.

**d. Railway-Highway Grade Crossing Program** (Chapter 32 for special requirements)

1. Objective — reduce fatalities, injuries, and damages through improved railway-highway crossings.
2. Eligibility — a crossing on any public road is eligible to receive federal funds. At least half of the available funds shall be designated for the installation of protective devices at railway-highway crossings.
3. Typical Projects — eligible projects include installation of standard signs and markings at all public crossings, installation of train-activated warning devices (crossing surfaces), approach work, illumination for safety, etc.
4. Matching Requirement — federal aid 100 percent with no local match required. See Chapter 32 for more detail.
5. Application Procedures:
  - (a) Upon receipt of federal aid allocations, Highways and Local Programs periodically solicits project proposals from local agencies.
  - (b) The request for submittal of project proposals outlines general requirements that projects must meet in order to be considered for funding.
  - (c) Project proposals are analyzed and prioritized and projects are selected in cooperation with the Washington Utility and Transportation Commission staff.
  - (d) Agencies are notified regarding funding for their projects.

**e. Safety Program (STPS)**

1. Objective — improve specific locations which constitute a danger to vehicles or pedestrians as shown by frequency of accidents. Danger to bicyclists is now included in survey of hazardous locations.
2. Eligibility — projects must be located on a public road system. These projects may include (but are not limited to):
  - Intersection improvements
  - Alignment changes
  - Installation of railroad and other protective devices, etc.
  - Opened to Interstates (previously excluded), any public transportation surface facility, and any public bicycle or pedestrian pathway or trail.
  - Traffic calming.

Major reconstruction of appreciable lengths of roadway will not qualify for funding under this program.

3. Funding — federal aid 90 percent with 10 percent local match.
4. Application Procedures:
  - (a) Upon receipt of federal aid allocations, Highways and Local Programs periodically solicits project proposals from local agencies.
  - (b) The request for submittal of project proposals outlines general requirements that projects must meet in order to be considered for funding.
  - (c) All submittals are prioritized. The number of projects selected depends upon the availability of funds.
  - (d) Agencies are notified regarding funding for their projects.

**.33 Bridge Replacement and Rehabilitation Program (BRR)** (refer to Chapter 34 for more detail)

- a. Objective — replace or rehabilitate roadway bridges over waterways, other topographical barriers, other roadways, railroads, canals, ferry landings, etc., when those bridges have been determined deficient because of structural deficiencies, physical deterioration, or functional obsolescence.
- b. Eligibility — bridges on public roads are eligible for funding. Funding for rehabilitation, seismic retrofit, and painting are eligible.

Long approach fills, connecting roadways, interchanges, ramps, and other extensive earth structures, when constructed beyond the attainable touchdown point are, in general, ineligible for federal participation in the bridge program.

Bridges replaced using FHWA funds are not eligible for additional funding for a 10-year period.

Bridges rehabilitated using FHWA funds are not eligible for additional funding for a 15-year period as adopted by the Bridge Replacement Advisory Committee (BRAC).

- c. Typical Projects — projects eligible for funding may include (but are not limited to) the following:
  1. Total replacement of a deficient bridge at or near its existing location.
  2. Total replacement of a deficient bridge by a new structure in the same general corridor.
  3. Removal of a deficient structure and provision of alternate access at or less than the cost of replacement.
  4. Rehabilitation or replacement of major structural members that increase the structural integrity and life of the bridge. This may include seismic retrofitting and painting of structure.
- d. Matching Requirement —
  1. Bridge projects totaling \$10 million or less for all phases will be federally funded at 100 percent. \*
  2. Bridges projects totaling more than \$10 million for all phases will be federally funded at 80 percent. \*
  3. A maximum participation amount may be established for: high cost bridges, bridge projects that have had large increases, or bridges that have had multiple funding increases.  
\* Bridge approach costs are limited to 15 percent of the original approved amount.
- e. Application Procedure
  1. All local agencies must inventory their structures in accordance with the National Bridge Inspection Standards (NBIS) and Washington State Law, with the results being entered according to the *State of Washington Inventory of Bridges and Structures* (SWIBS) procedures.
  2. From the inventory data, a priority listing is established. Bridges are funded on a priority basis as funds become available. Projects are evaluated and selected on a priority basis by BRAC which is composed of three representatives each from the counties, cities, and WSDOT.  
  
For procedures for applying for seismic retrofitting or painting categories, contact the Region Local Programs Engineer.
  3. Agencies are notified of project selection.

**.34 Congestion Management/Air Quality (CM/AQ)**

- a. Objective — fund transportation projects and programs that will contribute to attainment of National Ambient Air Quality Standards (NAAQS). Although the primary emphasis is on ozone and CO levels in nonattainment areas, some transportation projects and programs addressing air pollution with particulate matter greater than 10 microns (PM-10) may be eligible under certain conditions. TEA-21 expands the areas that are eligible to receive CM/AQ funding to include:
  - PM-10 nonattainment and maintenance areas
  - Areas designated as nonattainment under the 1997 revised air quality standards.

TEA-21 also limits eligibility of nonattainment and maintenance areas designated prior to December 31, 1997, to areas classified submarginal through extreme for ozone, and moderate or serious for CO and PM-10.

The primary intent is for these projects and programs to result in tangible reductions in ozone precursor and CO emissions within a timeframe to allow attainment as provided in the Clean Air Assistant Act (CAAA) of 1990. It is



important to note that the Clean Air Act requires highest priority be given to the implementation of the transportation portions of applicable SIPs and TCMs from applicable SIPs.

- b. **Eligibility** — all projects eligible for CM/AQ funds must be included in a conforming transportation plan and TIP, and conform to the requirements of the Clean Air Act. They must also meet the National Environmental Policy Act (NEPA) and be a part of the STIP.

Projects that are eligible for CM/AQ funds include the following. Other projects and programs may also be considered for funding if the activities are innovative and based on promising technologies and feasible approaches which will improve air quality.

- transportation activities in an approved SIP
- transportation control measures (TCMs)
- bicycle and pedestrian facilities and programs
- management systems
- traffic monitoring, management, and control operations
- emission inspection/maintenance programs
- public transit projects
- highway and transit maintenance and reconstruction projects
- planning and air quality monitoring projects
- public/private initiatives
- extreme low-temperature cold start programs
- Magnetic Levitation Transportation Technology Deployment program projects.

Air quality benefits must be determined and documented to have projects qualify for CM/AQ funds.

CM/AQ funds cannot supplant existing funds. If CM/AQ eligible work is included within a project that is funded by another federal fund source, the CM/AQ eligible work must be funded using the federal fund source for the rest of the project.

Project planning activities are eligible only if the project leads directly to construction of a CM/AQ project; that is, system planning and other nonproject specific planning is not eligible. Developing computerized systems, such as a Geographic Information System, are not eligible. Studies to analyze future transportation needs are eligible only to the extent they are needed to develop project specific construction plans.

Travel demand programs are eligible if the air quality benefits are determined and documented.

Sidewalk extensions and wheelchair ramps are eligible if they are incidental to an eligible CM/AQ project, but are not eligible if they are constructed as modifications to existing curbs.

Paving projects for dust control are eligible only in areas where PM-10 nonattainment has been attributed to transportation sources.

Purchasing of alternate fuel buses and refueling stations for bus fleets requires transfer of CM/AQ funds to FTA and an eligibility determination by FTA.

Transit conversion to alternate fuel requires transfer of CM/AQ funds to FTA and a determination of eligibility by FTA.

Converting municipal fleet operations to alternate fuel source such as compressed natural gas is eligible in areas that require conversion as a measure to meet noncompliance in the Clean Air Act.

Personal rapid transit systems require transfer of CM/AQ funds to FTA and an eligibility determination by FTA.

- c. **Matching Requirement** — Federal participation for most CM/AQ projects is 80 percent which is increased to 86.50 percent due to public lands adjustments. Pedestrian and bicycle activities are limited to 80 percent federal participation. Some activities on the Interstate System can be 90 percent federal participation.
- d. **Application Procedure** — These funds are dedicated to the three Washington State air quality nonattainment areas in the Central Puget Sound, Vancouver, and Spokane areas. Projects are selected and prioritized by the Transportation Management Areas (TMAs) for these regions. The CM/AQ project selection process is:
1. The TMA publishes a request for projects with specific criteria. This is done typically each year. Project criteria will vary between regions.
  2. The agency submits candidate projects to the TMA in response to the TMA request. An estimate of the reduction in emissions from the proposed project is required with the project submittal.

**Chapter 12 FHWA Funding Programs**

3. The TMA prioritizes the submitted projects. Projects that implement the SIP for air quality will receive highest priority.
4. Projects are selected by the TMA based upon the priorities and available funds for inclusion in the TIP and STIP.

For more information, contact the TMA in your region:

- Central Puget Sound Area — Puget Sound Regional Council (PSRC)
- Spokane Area — Spokane Regional Transportation Council (SRTC)
- Vancouver Area — Southwest Washington Regional Transportation Council (SWRTC)

The TMA staff informs the local agencies of the project selections. Local agencies initiate projects following the procedures in the LAG Manual.

**.35 Emergency Relief (ER) Program** (refer to Chapter 33 for details)

- a. Objective — repair or reconstruct roadways and bridges on federal aid routes which have suffered serious damage as a result of natural disasters such as floods, hurricanes, tidal waves, earthquakes, severe storms, landslides, or as a result of catastrophic failures from any cause.
- b. Eligibility — must have a declared emergency. This fund applies to emergency related repairs on federal aid routes only. Eligible expenditures are those for preliminary engineering, right-of-way, and permanent and emergency construction to restore essential travel, protect remaining facilities, and restore facilities to predisaster conditions.
- c. Matching Requirement — federal reimbursement is made at the rate of 100 percent of eligible costs for emergency repairs accomplished within 180 days after the actual occurrence of the disaster. Repairs performed beyond 180 days of the occurrence will be funded at the current program participation ratio for the federal aid program affected.

Generally, permanent restorations or reconstruction will be funded at the current participation ratio regardless of when accomplished.

- d. Application Procedure — before emergency funds can be made available:
  1. The Governor must declare an emergency.
  2. An application for assistance to FHWA must be made by the state.
  3. The U.S. Secretary of Transportation must approve the emergency relief funding. For more details, see Chapter 33.
  4. Notification of selected projects by FHWA.

**.36 National Highway System.** The National Highway System (NHS) was authorized by the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991. Projects constructed on NHS routes are discussed in Chapter 63.

***Purpose***

The NHS is to provide an interconnected system of principal arterials and other highways to serve major population centers, international border crossings, ports, airports, public and intermodal transportation facilities, and other major travel destinations to meet national defense needs and to serve interstate and interregional travel.

***Extent***

The targeted NHS length in Washington State is 3,368 miles (5 419 kilometers) composed of 2,610 rural miles (4 199 rural kilometers) and 758 urban miles (1 220 urban kilometers). Approximately 118 local agency miles (190 kilometers) are included.

Routes which serve major ports, airports, international border crossings, public transit and intermodal transportation facilities, and routes on the Strategic Highway Network (STRAHNET) system can be minor arterials or collectors.

Routes on the NHS must be constructed to the appropriate federal functional classification standards. WSDOT must approve all deviations from these standards; the standards apply to the route regardless of the source of funds for the project.

Any route that provides parallel service to limited access NHS routes may also receive NHS funding even if the parallel route is **not included** on the NHS. Improving the parallel route, however, must benefit the NHS route.

***Type of Eligible Projects***

That portion of NHS funds attributable each year to local agencies will be exchanged within WSDOT for state Surface Transportation Program (STP) funds. The exchange does not in any way change jurisdictional responsibility for improvements and maintenance of routes designated as NHS.

The local NHS centerline miles represent 3.5 percent of the total NHS centerline miles for the state. Fund distributions to lead regional project selection agencies will be based on the proposed NHS mileage submitted to the FHWA.

Lead agencies are urged to consider the mileage contribution of each agency when selecting projects to be funded with these additional STP funds. Additional STP funds must be included in the TIP/STIP.

Until further notice, the standards used on the NHS system should be the functional classification standards applicable to the given roadway section.

## **12.4 FHWA Discretionary Programs**

The FHWA administers some discretionary programs through its various offices. These discretionary programs represent special funding categories where FHWA solicits for candidates and selects projects for funding based on applications received. Each program has its own eligibility and selection criteria that are established by law, by regulation, or administratively. Below is a brief description of these programs.

### **.41 National Corridor Planning and Development (NCPD) Program and Corridor Border Infrastructure (CBI) Program (Corridors and Borders) Section 1118 and 1119**

#### ***Purpose of Programs***

The purpose of the National Corridor Planning and Development Program is to provide allocations to states for coordinated planning, design, and construction of corridors of national significance, economic growth, and international or interregional trade.

The purpose of the Coordinated Border Infrastructure Program is to improve the safe movement of people and goods at or across the border between the United States and Canada and the border between the United States and Mexico.

#### ***Funding Requirements***

Funds for these projects must be obligated during the fiscal year in which the funds have been authorized and projects selected. The local match required is 13.5 percent.

#### ***Eligibility***

Eligibility for funds from the NCPD and CBI programs are limited to high priority corridors identified in Section 1105© of the ISTEA, as amended.

Types of projects eligible for NCPD funding include:

- Feasibility studies.
- Comprehensive corridor planning and design activities.
- Location and routing studies.
- Multistate and intrastate coordination for corridors.
- Environmental review or construction of a section of corridor identified in the State's approved Corridor Plan.

Types of projects eligible for CBI funding must be in a border region (within 62 miles of the US/Canada) and include:

- Improvements to existing transportation and supporting infrastructure that facilitate cross border vehicle and cargo movements.
- Construction of highways and related safety enforcement facilities that will facilitate vehicle and cargo movements related to international trade.
- Operational improvements, including improvements relating to electronic data interchange and use of telecommunications, to expedite cross border vehicle and cargo movement.
- Modifications to regulatory procedures to expedite cross border vehicle and cargo movements.
- International coordination of planning, programming, and border operation with Canada relating to expediting cross border vehicle and cargo movements.
- Activities of Federal inspection agencies.

#### ***Solicitation and Selection***

Project applications are called for each FFY and coordinated through WSDOT, who forwards them to the FHWA Division office. FHWA intends to use a flexible interpretation of the programs selection criteria to evaluate projects for funding.

**.42 Ferry Boat Discretionary Program**

***Purpose of Programs***

The Ferry Boat Discretionary (FBD) Program, provides a special funding category for the construction of ferry boats and ferry terminal facilities.

***Funding Requirements***

The local match required is 20 percent.

***Eligibility***

FBD funds are available for improvement to ferry boats, ferry boat terminals and activities where:

- The ferry facility is providing a link on a public road (other than Interstate) or the ferry facility is providing passenger only ferry service.
- The ferry and/or ferry terminal to be constructed or improved is either publicly owned, publicly operated, or a public authority has majority ownership interest where it is demonstrated that the ferry operation provides substantial public benefits.
- The ferry does not operate in international water except for ferries between a State and Canada.

***Solicitation and Selection***

Project applications are called for each FFY and coordinated through WSDOT, who forwards them to the FHWA Division office. Although there is no statutory criteria, FHWA will consider national geographic distribution among all of the programs as well as congressional direction.

**.43 Public Lands Highways Discretionary Program**

***Purpose of Programs***

The Public Lands Highway (PLH) Program is to improve access to and within the Federal lands of the nation.

***Funding Requirements***

The federal share of the costs for any project eligible under this program is 100 percent.

***Eligibility***

PLH funds are available for transportation planning, research, engineering, and construction of the highways, roads, and parkways, or of transit facilities within the Federal public lands and may also include:

- Transportation planning for tourism and recreational travel, including the National Forest Scenic Byways Program, Bureau of Land Management Back Country Byways Program, National Trail System Program, and other similar Federal programs that benefit recreational development.
- Adjacent vehicular parking areas.
- Interpretive signage.
- Acquisition of necessary scenic easements and scenic or historic sites.
- Provision for pedestrians and bicycles.
- Construction and reconstruction of roadside rest areas, including sanitary and water facilities.
- Other appropriate public road facilities such as visitor centers.

***Solicitation and Selection***

Project applications are called for each FFY and coordinated through WSDOT, who forwards them to the FHWA Division office. Although there is no regulatory criteria, FHWA will consider national geographic distribution among all of the programs as well as congressional direction.

**.44 National Scenic Byways Program**

***Purpose of Programs***

The purpose of the program is to recognize and enhance routes that have outstanding scenic, historic, cultural, natural, recreational, and archaeological qualities, and support state scenic byway programs. This is accomplished through discretionary grant funding and general technical guidance. This program also designates "National Scenic Byways" (NSB) and "All American Roads" (AAR), selected from the most regionally and nationally significant state designated, and federally owned land management agency routes. As of 2000, FHWA has designated 15 All American Roads and 66 National Scenic Byways.

### ***Funding Requirements***

The required applicant match is 20 percent.

### ***Eligibility***

Basic eligibility requires that routes must:

- Be accessible to two-wheel drive vehicles.
- Be in a state designated scenic system or a federally owned road.
- Have a corridor management plan completed or in progress at the time of application.
- Have construction projects located on or contiguous to the route's right-of-way.

Scenic Byways funds are available for:

- Planning, design and development of a statewide scenic byway program.
- Development and implementation of a corridor management plan to maintain the scenic, historic, recreational, cultural, natural, and archaeological characteristics of a state designated route while providing for accommodation of increased tourism and development of related amenities.
- Safety improvements to a state designated route, National Scenic Byway, or All-American Road to the extent that the improvements are necessary to accommodate increased traffic and changes in the types of vehicles using the highway as a result of the designation.
- Construction along a state designated route, NSB, or AAR of facilities for the use of pedestrians and bicyclists, rest areas, turnouts, highway shoulder improvements, passing lanes, overlooks, and interpretive facilities.
- Improvements to a state designated route, NSB, or AAR that will enhance access to recreational area, including water-related recreation.
- Protection of scenic, historic, recreational, cultural, natural, and archaeological resources in an area adjacent to a state designated route, NSB, or AAR.
- Developing and providing tourist information to the public, including interpretive information about the state designated route, NSB, or AAR.
- Development and implementation of a scenic routes marketing program.

## **.45 Transportation and Community and System Preservation Pilot Program**

### ***Purpose of Programs***

The Transportation and Community and System Preservation (TCSP) Pilot program is a comprehensive initiative of research and grants to investigate the relationships between transportation and community and system preservation and private sector-based initiatives. The grants are to plan and implement strategies that improve the efficiency of the transportation system; reduce environmental impacts of transportation; reduce the need for costly future public infrastructure investments; ensure efficient access to jobs, services and centers of trade; and examine private sector development patterns and investments that support these goals.

### ***Funding Requirements***

The federal share of the costs for any project eligible under this program can be up to 100 percent.

### ***Eligibility***

Activities eligible for TCSP funding include activities eligible for Federal highway and transit funding or other activities determined by the Secretary to be appropriate. Where possible grants will be awarded for new and innovative activities.

### ***Solicitation and Selection***

Project applications are called for each FFY and coordinated through WSDOT, who forwards them to the FHWA Division office. FHWA uses a flexible interpretation of the programs selection criteria to evaluate projects for funding.

## **12.5 Transfer of STP, Enhancement, and CM/AQ Funds to the Federal Transit Administration (FTA)**

Funds may be transferred from FHWA to FTA for projects that are eligible under FTA. If the project is a traditional transit project, it should be transferred to FTA. If the project involves construction of roads or highways, it should stay with FHWA. For projects that are not clearly transit or highway, the project sponsor should select the administering federal agency. This selection should be done in informal consultation with the two agencies and the Washington State Department of Transportation. Park and ride lots, Transportation Demand Management (TDM) activities, and intermodal facilities might be eligible under both agencies' programs.

This matrix illustrates the FTA transfer options:



## Options for Federal Management Grantee

	FTA	FHWA
Transit Rolling Stock	X	
Park and Ride Lots	X	X
Pedestrian Ways	X	X
Refueling Bus	X	
Carpool and Vanpool	X	X
Regional Rideshare	X	X
Commute Trip Reduction	X	X
Bikeways		X
Intermodal Station	X	
Bus and Signal Priority		X
Transit Maintenance and Operations	X	
Ferry Terminals	X	X
Passenger Ferry Vessels	X	
People Mover	X	
Auto Ferry Vessels-Metro (Puget Sound)	X	
Auto Ferry Vessels-Rural		X

If the project is to be implemented through FTA, generally the whole project, including all phases, should be transferred. In some instances (some transit planning studies and selected projects not clearly defined above), funds to a transit agency may be approved through FHWA. Generally, these projects will have their scope of work and administrative oversight administered through WSDOT's Public Transportation and Rail Division.

Once FTA has reviewed the application and it is complete and ready for approval, Highways and Local Programs will request the transfer of funds from FHWA to FTA. FHWA action to transfer the funds is considered an obligation against the highway obligation ceiling. FTA will subsequently make a grant utilizing the transferred funds.

## 12.6 Appendixes

12.62 MPO Planning Flow Chart

12.63 Map of MPOs and RTPOs

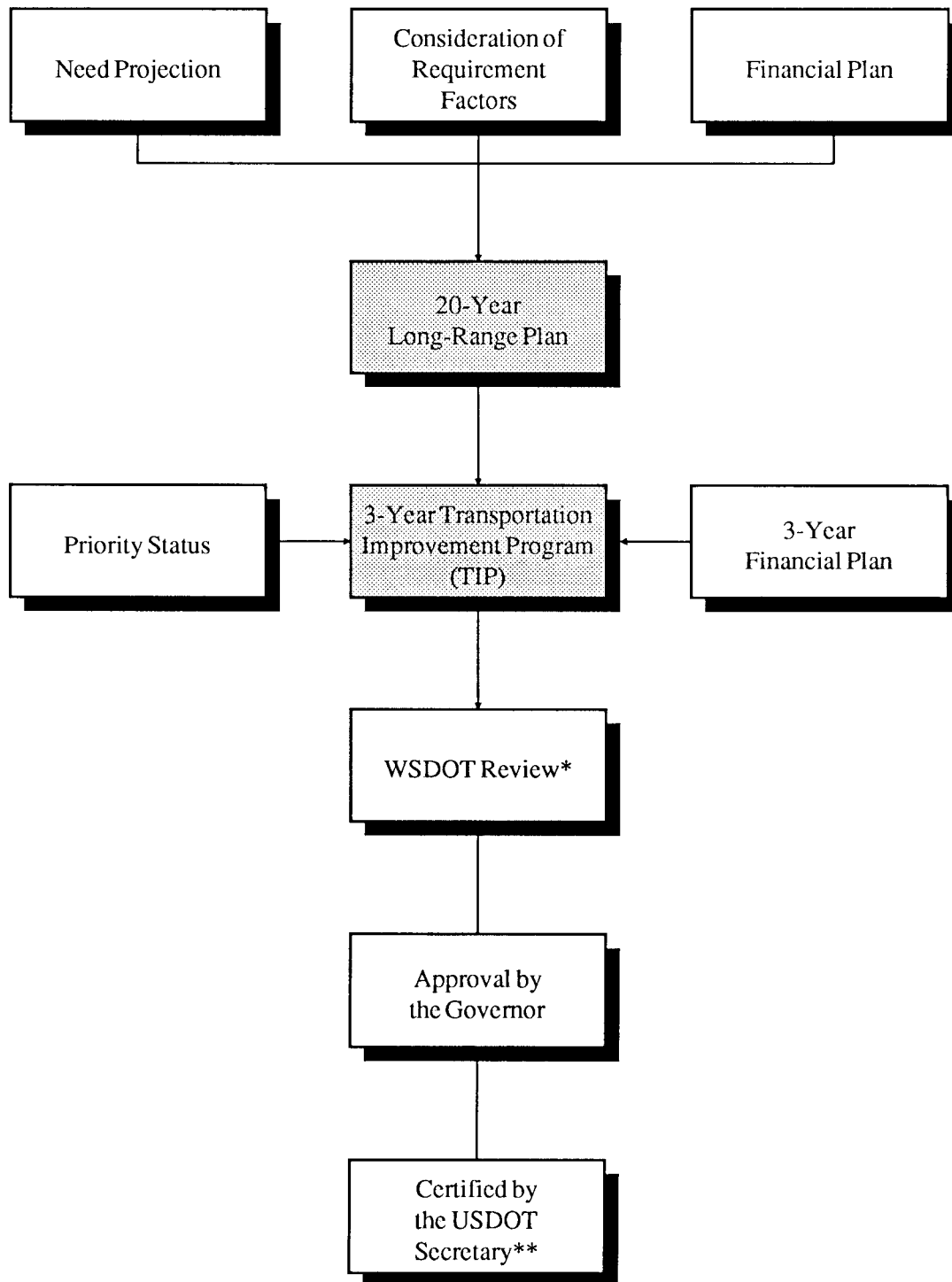
12.64 Vacant

12.65 MPO/RTPO Directory

12.66 STP Lead Agencies

12.67 Six Year Transportation Program Instructions

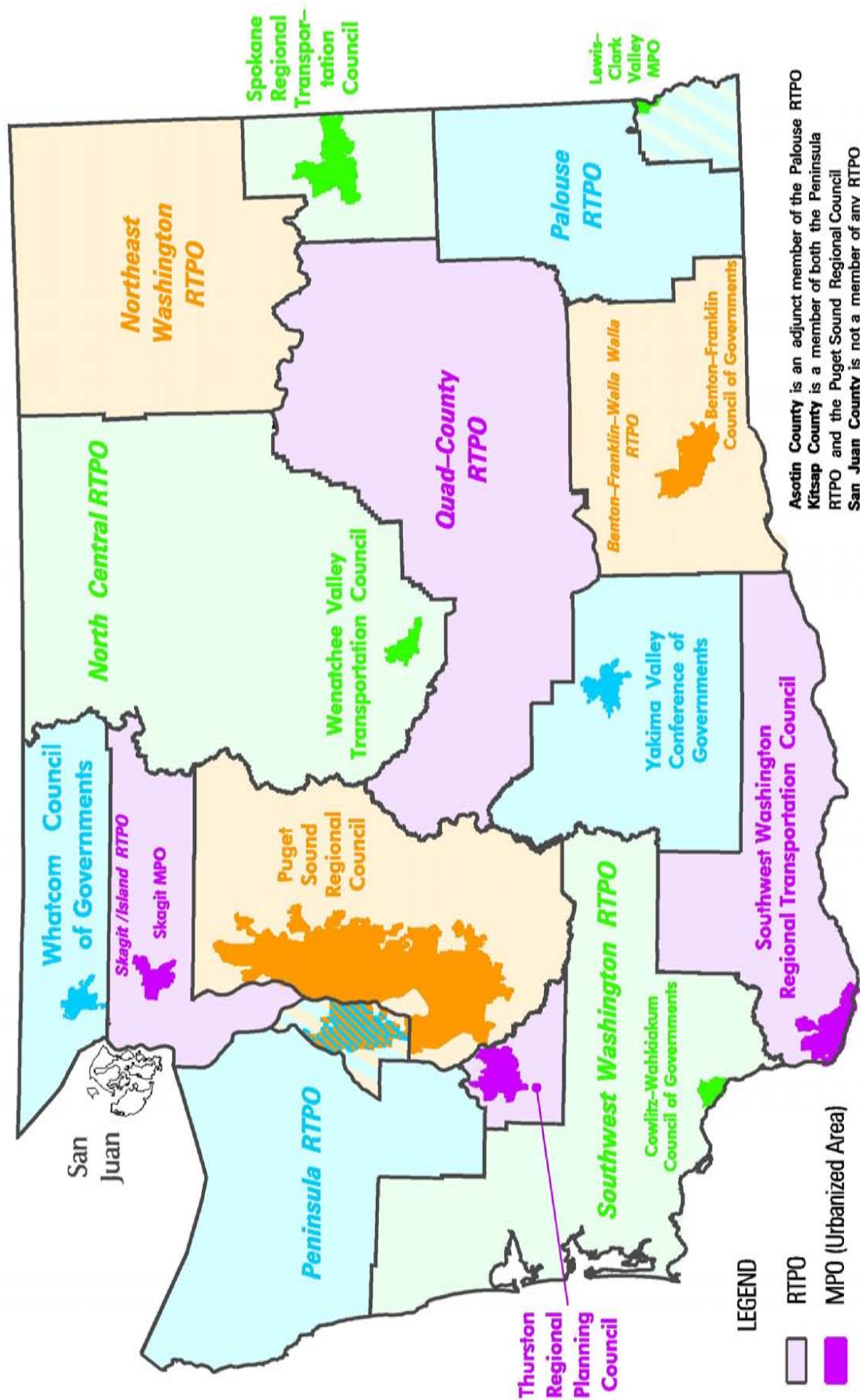
12.68 Six Year Transportation Program Worksheet



\*TMA's exempted.  
\*\*TMA's only.

**Figure 1-1**  
**Regional Planning and Programming Process**  
**(Simplified Chart for MPOs)**

# Regional and Metropolitan Transportation Planning Organizations





<b>MPO/RTPO</b>	<b>Counties</b>	<b>Lead Agency</b>
* Benton-Franklin Council of Governments (BFCG)	Benton Franklin Walla Walla	BFCG 1622 Terminal Drive PO Box 217 Richland, WA 99352-0217 Phone: (509) 943-9185 Fax: (509) 943-6756
Benton-Franklin Walla Walla RTPO (BFWW)		Gwen Luper, Executive Director gwen-bfcog@transedge.com Mark Kushner, Transportation Director, mark-bfcog@transedge.com Ken Alford, Transportation Planner ken-bfcog@transedge.com Len Pavelka, Transportation Planning Specialist 3 len-bfcog@transedge.com Brian Malley, Transportation Planner/Modeler, brian-bfcog@transedge.com
* Cowlitz-Wahkiakum Council of Governments (CWCOG)	Cowlitz Grays Harbor Lewis Pacific Wahkiakum	Cowlitz-Wahkiakum Council of Governments 207 4th Avenue N Administration Annex Kelso, WA 98626-4195 Phone: (360) 577-3041 Fax: (360) 425-7760
Southwest Washington RTPO (SWRTPO)		Steve Harvey, Director, steveharvey@cwco.org Rosemary Siipola, Transportation Planner/Manager, rsiipola@cwco.org Anisa Kisamore, Accountant, akisamore@cwco.org Erin Dahlquist, TIP, modeling edahlquist@cwco.org
Lewis Clark Valley (LCV) MPO	Asotin Nez Perce	Lewis Clark Valley PO Box 759 Asotin WA 99402 Phone: (208) 746-1318 Fax: (208) 746-5595
		Steve Watson, Provisional Coordinator, swatson@cityoflewiston.org Don Scheibe, Chair Kevin Poole, Vice Chair
N.E.W. RTPO (Tri-County)	Ferry Pend Oreille Stevens	N.E.W. RTPO 347 W 2nd, Suite A Colville, WA 99114-2300 Phone: (509) 684-4571 Fax: (509) 684-4788
		Jeni Forman, Executive Director, jforman@plix.com Nicolee Bradbury, N.E.W. RTPO Chair, kettle@theofficenet.com Dave Keeley, RTPO Coordinator, (509) 684-4571, keeley.tedd@plix.com Rick Galloway, Kalispel Tribe Transportation Planner, goon@earthlink.net

\*Indicates also an MPO.



MPO/RTPO	Counties	Lead Agency
Palouse RTPO	Asotin	Palouse Economic Development Council 222 Diagonal Street Clarkston, WA 99403-1935 Phone: (509) 751-9144  Ken Olson, Executive Director, <a href="mailto:jackt@palouse.org">jackt@palouse.org</a> Jim Hudak, Consultant, (509) 334-3579
	Columbia	
	Garfield	
	Whitman	
Peninsula RTPO	Clallam	Olympic Region MS: 47440 PO Box 47440 Tumwater, WA 98504-7440 Phone: (360) 357-2600 Fax: (360) 357-2601  Randy Hain, Regional Administrator, (360) 357 2605 Bob Jones, Transportation Planning Manager, (360) 357-2630 George Kovich, (360) 704-3207, <a href="mailto:kovichg@wsdot.wa.gov">kovichg@wsdot.wa.gov</a>
	Jefferson	
	Kitsap	
	Mason	
* Puget Sound Regional Council (PSRC)	King	PSRC 1011 Western Avenue, Suite 500 Seattle, WA 98104-1035 Phone: (206) 464-7090 Fax: (206) 587-4825  Bob Drewel, Executive Director, (206) 464-7515, <a href="mailto:bdrewel@psrc.org">bdrewel@psrc.org</a> Eli Cooper, Transportation Director, (206) 464-7122, <a href="mailto:ecooper@psrc.org">ecooper@psrc.org</a> King Cushman, Regional Strategy Advisor, (206) 464-6174, <a href="mailto:kcushman@psrc.org">kcushman@psrc.org</a> Rick Olson, Director, Government Relations, (206) 587-5060, <a href="mailto:rolson@psrc.org">rolson@psrc.org</a> Karen Richter, TIPs, (206) 464-6343, <a href="mailto:krichter@psrc.org">krichter@psrc.org</a> Dick Callahan, TIPs, (206) 464-6171, <a href="mailto:dcallahan@psrc.org">dcallahan@psrc.org</a> Mark Gulbranson, CEO, Budget/Work Program, (206) 464-7524, <a href="mailto:mgulbranson@psrc.org">mgulbranson@psrc.org</a> Larry Blaine, Forecasting and Modeling, (206) 464-5402, <a href="mailto:lblaine@psrc.org">lblaine@psrc.org</a> Joel Pfundt, ITs, (206) 464-7599, <a href="mailto:jpfundt@psrc.org">jpfundt@psrc.org</a> Larry Chapin, financial, (206) 587-4820, <a href="mailto:lchapin@psrc.org">lchapin@psrc.org</a>
	Kitsap	
	Pierce	
	Snohomish	
QUAD-County RTPO (QUADCO)	Lincoln	Adams County (Lead Agency for QUADCO) Department of Public Works 210 W. Alder Ritzville, WA 99169 Phone: (509) 659-3276 Fax: (360) 659-3295  Todd O'Brien, Public Works Director, (509) 659-3277 <a href="mailto:toddo@co.adams.wa.us">toddo@co.adams.wa.us</a> Scott Yaeger, financial, (509) 659-3279 <a href="mailto:scotty@co.adams.wa.us">scotty@co.adams.wa.us</a> Gerry McFaul, QUADCO Chair, (City Engineer, Moses Lake), (509) 766-9218 or (509) 766-9392 Bill Wiebe, HQ-Olympia, (360) 705-7965
	Grant	
	Adams	
	Kittitas	

\*Indicates also an MPO.

MPO/RTPO	Counties	Lead Agency
* Skagit Council of Governments		Northwest Region MS: NB 82 15700 Dayton Avenue North PO Box 330310 Seattle, WA 98133-9710 Phone: (206) 440-4000 Fax: (206) 440-4806
Skagit/Island RTPO	Skagit	Skagit Council of Governments Dan Pike, Transportation Director, (360) 416-7877, danp@scog.net 204 Montgomery Street Mt. Vernon, WA 98273-3843 Phone: (360) 416-7877 Fax: (360) 336-6116 Internet: scog@sos.net
	Island	Island County Public Works Mike Morton, Transportation Planner PO Box 5000 Coupeville, WA 98239 Phone: (360) 679-7331 Fax: (360) 678-4550 Internet: mikem@co.island.wa.us
* Southwest Washington Regional Transportation Council (SWRTC)	Clark Klickitat Skamania	SWRTC 1300 Franklin Street, Floor 4 PO Box 1366 Vancouver, WA 98666-1366 Phone: (360) 397-6067 Fax: (360) 397-6132 info@rtc.wa.gov  Dean Lookingbill, Transportation Director, (360) 397-6067 x5208, dean.lookingbill@rtc.wa.gov Lynda David, Senior Transportation Planner, (360) 397-6067 x5205, lynda.david@rtc.wa.gov Gayle Burgess, Accountant, (360) 397-6067 x5210, gayle.burgess@rtc.wa.gov Shinwon Kim, Forecasting, (360) 397-6067 x5213, shinwon.kim@rtc.wa.gov Dale Robins, TIPS, (360) 397-6067 x5212, dale.robins@rtc.wa.gov Bob Hart, Air Quality, (360) 397-6067 x5206, bob.hart@rtc.wa.gov
* Spokane Regional Transportation Council (SRTC)	Spokane	SRTC 221 W First Avenue, Suite 310 Spokane, WA 99201-3645 Phone: (509) 343-6370 Fax: (509) 343-6400  Glenn Miles, Transportation Manager, srtransportation@qwest.net Sue Arnesen, TIPS and Financials, (509) 343-6386 suearnesen@qwest.net

\*Indicates also an MPO.

MPO/RTPO	Counties	Lead Agency
* Thurston Regional Planning Council (TRPC)	Thurston	<p>TRPC 2404 Heritage Court SW #B MS: 0947 Olympia, WA 98502-6031 Phone: (360) 786-5480 Fax: (360) 754-4413</p> <p>Lon Wyrick, Executive Director, <a href="mailto:wyrickl@trpc.org">wyrickl@trpc.org</a> V. Thera Black, Planner, (360) 786-5480, <a href="mailto:blackvt@trpc.org">blackvt@trpc.org</a> Paul Grewster, FFC, Communications, Data, <a href="mailto:brewstp@trpc.org">brewstp@trpc.org</a> Jailyn Brown, ITS, Freight, Rail, <a href="mailto:brownj@trpc.org">brownj@trpc.org</a> Karen Parkhurst, ACCT, CTR, Legislative, <a href="mailto:parkhuk@trpc.org">parkhuk@trpc.org</a> Bhanu Yerra, Regional Planning Engineer, <a href="mailto:yerrab@trpc.org">yerrab@trpc.org</a> Polly Flanagan, Accountant, <a href="mailto:flanagp@trpc.org">flanagp@trpc.org</a></p>
* Wenatchee Valley Transportation Council (WVTC)	Chelan Douglas Okanogan	<p>WVTC 300 South Columbia Street 3<sup>rd</sup> Floor Wenatchee, WA 98801 Phone: (509) 663-9059 Fax: (509) 663-2022</p> <p>Jeff Wilkens, Executive Director, (509) 663-9059 x228, <a href="mailto:jeff@wvtc.org">jeff@wvtc.org</a> Kerri Sullivan, Transportation Planner, (509) 663-9059 x229, <a href="mailto:kerri@wvtc.org">kerri@wvtc.org</a> Kathy Bruno, Administrative Assistant, (509) 663-9059 x230, <a href="mailto:kathy@wvtc.org">kathy@wvtc.org</a></p>
North Central RTPO (NCRTPO)		
* Whatcom Council of Governments (WCOG)	Whatcom	<p>WCOG 314 East Champion Street Bellingham, WA 98225-4502 Phone: (360) 676-6974 Fax: (360) 738-6232</p> <p>Jim Miller, Executive Director, <a href="mailto:jim@wcog.org">jim@wcog.org</a> Gordon Rogers, Deputy Director/Director of Planning, <a href="mailto:gordon@wcog.org">gordon@wcog.org</a> Ron Cubellis, Finance Manager, <a href="mailto:ron@wcog.org">ron@wcog.org</a> Ellen Barton, Scenic Byways, <a href="mailto:ellen@wcog.org">ellen@wcog.org</a> Leslye Asher, Office Manager, <a href="mailto:leslye@wcog.org">leslye@wcog.org</a> Hugh Conroy, Project Manager for IMTC, <a href="mailto:hugh@wcog.org">hugh@wcog.org</a> Melissa Miller, Project Assistant for IMTC, <a href="mailto:melissa@wcog.org">melissa@wcog.org</a> Angela Jacobs, Associate Transportation Planner Susan Horst, CTR Program Manager</p>
* Yakima Valley Conference of Governments (YVCOG)	Yakima	<p>YVCOG 6 South Second Street, Suite 605 Yakima, WA 98901 Phone: (509) 574-1550 Fax: (509) 574-1551</p> <p>Don Skone, Director, <a href="mailto:skoned@yvcog.org">skoned@yvcog.org</a> Germaine Beveridge, Senior Transportation Planner, <a href="mailto:beveridgeg@yvcog.org">beveridgeg@yvcog.org</a> Nazmul Alam, Transportation Planner Dorothy Hiatt, Accountant, <a href="mailto:hiattd@yvcog.org">hiattd@yvcog.org</a></p>

\*Indicates also an MPO.

Adams County  
Asotin County  
Benton-Franklin Council of Governments  
Chelan County  
Clallam Long Range Transportation Planning Office  
Columbia County  
Cowlitz-Wahkiakum Council of Governments  
Douglas County  
Ferry County  
Franklin County  
Garfield County  
Grant County  
Grays Harbor Council of Governments  
Island County  
Jefferson County  
Kittitas County  
Klickitat County  
Lewis County  
Lincoln County  
Mason County  
Okanogan County  
Pacific Council of Governments  
Pend Orielle County  
Puget Sound Regional Council  
San Juan County  
Skagit Council of Governments  
Skamania County  
Southwest Washington Regional Transportation Council  
Spokane Regional Transportation Council  
Stevens County  
Thurston Regional Planning Council  
Wahkiakim County  
Walla Walla County  
Wenatchee Valley Transportation Council  
Whatcom County Council of Governments  
Whitman County  
Yakima Valley Conference of Governments

### Six Year Transportation Improvement Program Instructions for Completing the Form

Include all projects regardless of location or source of funds.

Complete the form for the six year program in accordance with the following instructions.

#### Heading

Agency Enter name of the sponsoring agency.  
 County Number Enter the OFM assigned number (see LAG Appendix 21.44).  
 City Number Enter the OFM assigned number (see LAG Appendix 21.45).  
 MPO/RTPO Enter the name of the associated MPO (if located within urbanized area) or RTPO (if in the rural area).  
 Hearing Date Enter the date of the public hearing.  
 Adoption Date Enter the date this program was adopted by council or commission.  
 Resolution Number Enter Legislative Authority resolution number if applicable.

#### Column Number

1. **Functional Classification.** Enter the appropriate 2-digit code denoting the Federal Functional Classification. (Note: The Federal Functional Classification must be approved by FHWA.)

#### Description

00 - No Classification

#### Rural (under 5,000 population)

01 - Interstate  
 02 - Principal Arterial  
 06 - Minor Arterials  
 07 - Major Collector  
 08 - Minor Collector  
 09 - Local Access

#### Urban (over 5,000 population)

11 - Interstate  
 12 - Freeways & Expressways  
 14 - Other Principal Arterials  
 16 - Minor Arterial  
 17 - Collector  
 19 - Local Access

2. **Priority Numbers.** Enter local agency number identifying agency project priority (optional).

3. **Project Identification.** Enter (a) Federal Aid Number if previously assigned; (b) Bridge Number; (c) Project Title; (d) Street/Road Name or Number/Federal Route Number; (e) Beginning and Ending Termini (Mile Post or Street/Road Names); and (f) Describe the Work to be Completed.

4. **Improvement Type Codes.** Enter the appropriate federal code number(s).

#### Description

01 - New construction on new alignment	07 - Resurfacing	14 - Bridge Program Special
02 - Relocation	08 - New Bridge Construction	21 - Transit Capital Project
03 - Reconstruction	09 - Bridge Replacement	22 - Transit Operational Project
04 - Major Widening	10 - Bridge Rehabilitation	23 - Transit Planning
05 - Minor Widening	11 - Minor Bridge Rehabilitation	24 - Transit Training/Admin
06 - Other Enhancements	12 - Safety/Traffic Operation/TSM	31 - Non Capital Improvement
	13 - Environmentally Related	32 - Non Motor Vehicle Project

5. **Funding Status.** Enter the funding status for the entire project which describes the current status.

S - Project is selected by the appropriate selection body & **funding is secured.**  
 P - Project is subject to selection by an agency other than the lead and is listed for planning purposes and **funding has not been determined.**

6. **Total Length.** Enter project length to the nearest hundredth mile (or code "00" if not applicable).

7. **Utility Code(s).** Enter the appropriate code letter(s) for the utilities that would need to be relocated or are impacted by the construction project.

C - Cable TV	S - Sewer (other than agency-owned)
G - Gas	T - Telephone
O - Other	W - Water
P - Power	



### Six Year Transportation Improvement Program Instructions for Completing the Form

8. **Project Phase.** Select the appropriate phase code of the project.

- PE - Preliminary Engineering only (or planning)
- RW - Right of Way or land acquisition only
- CN - Construction only (or transit planning or equipment purchase)
- ALL - All Phases from Preliminary Engineering through Construction

9. **Phase Start Date.** Enter the month/day/year in **MM/DD/YY** format that the selected phase of the project is actually expected to start.

10. **Federal Fund Sources.** Enter the Federal Fund Source code from the table below.

BIA	- Bureau of Indian Affairs	5307	<i>FTA Discretionary for Capital Expenditures</i>
BR	- Bridge Replacement or Rehab.	5309(Bus)	- FTA Urban Areas
CBDG	- Community Development	5309(FG)	- Bus
	Block Grant (HUD)	5309(NS)	- Fixed Guideways
CMAQ	- Congestion Mitigation Air Quality	5310	- New Starts
DEMO	- TEA-21 Demo Projects (Selected)	5311	- FTA Elderly/Disabled
Discretionary	- Ferry Boat Discretionary, Public Lands	REV	- FTA Rural Areas
	Highway, Scenic Byways, etc.	STP(C)	- Rural Economic Vitality Program
DOD	- Department of Defense	STP(E)	- STP Statewide Competitive Program
IC	- Interstate Construction	STP(S)	- STP Transportation Enhancements
IM	- Interstate Maintenance	STP(R)	- STP Safety Including Hazard and RR
NHS	- National Highway System	STP(U)	- STP Rural Regionally Selected
		STP	- STP Urban Regionally Selected
			- STP ( <b>WSDOT Use Only</b> )

11. **Federal Cost.** Enter the total federal cost (**in thousands**) of the phase regardless of when the funds will be spent.

12. **State Fund Code.** Enter the appropriate code for any of the listed funds to be used on this project.

CAPP	- County Arterial Preservation Program	PWTF	- Public Works Trust Fund
CHAP	- City Hardship Assistance Program	RAP	- Rural Arterial Program
TPP	- Transportation Partnerships Program	SCP	- Small City Program
AIP	- Arterial Improvement Program	WSDOT	- WSDOT funding
PSMP	- Pedestrian Safety & Mobility Program	OTHER	- All other unidentified state funds
PTSP	- Public Transportation Systems Program		

13. **State Funds.** Enter all funds from the State Agencies (**in thousands**) of the phase regardless of when the funds will be spent.

14. **Local Funds.** Enter all the funds from Local Agencies (**in thousands**) of the phase regardless of when the funds will be spent.

15. **Total Funds.** Enter the sum of columns 10, 12, and 14.

16-19. **Expenditure Schedule - (1st, 2nd, 3rd, 4th thru 6th years).** Enter the estimated expenditures (**in thousands**) of dollars by year. (*For Local Agency use only.*)

20. **Environmental Data Type.** Enter the type of environmental assessment that will be required for this project. (***This is required for Federally Funded projects.***)

- EIS - Environmental Impact Statement
- EA - Environmental Assessment
- CE - Categorical Exclusion

21. **R/W Certification.** Circle Y if Right of Way acquisition is required. If yes, Enter R/W Certification Date if known. **This is required for Federally Funded projects .**

Page 1 Six Year Transportation Improvement Program



Agency: \_\_\_\_\_ Co. Name: \_\_\_\_\_ MPO/RTPO: \_\_\_\_\_  
 City No.: \_\_\_\_\_ Co. No.: \_\_\_\_\_  
 From \_\_\_\_\_ to \_\_\_\_\_  
 Hearing Date: \_\_\_\_\_ Adoption Date: \_\_\_\_\_  
 Amend Date: \_\_\_\_\_ Resolution No.: \_\_\_\_\_

Project Identification		Project Costs in Thousands of Dollars		Fund Source Information						Expenditure Schedule (Local Agency)					Federally Funded Projects Only			
Functional Class	Priority Number	A. Federal Aid No.	B. Bridge No.	Project Phase	Phase Start (mm/dd/yyyy)	Federal Fund Code	Federal Funding Cost by Phase	State Fund Code	State Funds	Local Funds	Total Funds	1st	2nd	3rd	4th Thru 6th	Envir. Type	R/W Required Date (MM/YY)	
1	2			8	9	10	11	12	13	14	15	16	17	18	19	20	21	
		from:	to:														No	
				Totals													No	
		from:	to:														No	
				Totals													No	
		from:	to:														No	
				Totals													No	
		from:	to:														No	
				Totals													No	
		from:	to:														No	
				Totals													No	

